

Green, LindaE

From: 35534-10679568@requests.muckrock.com
Sent: Thursday, March 30, 2017 3:13 PM
To: FOIA HQ
Subject: Freedom of Information Request: EPA Office of Water Website Management Records

March 30, 2017
Environmental Protection Agency
National Freedom of Information Officer
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW (2822T)
Washington, DC 20460

To Whom It May Concern:

This is a request under the Freedom of Information Act. I hereby request the following records:

Any and all EPA Office of Water records related to agency protocols for updating, changing, and maintaining the content of public-facing agency websites, including, but not limited to changes to text and other web content (images, links, etc.), additions and removals of webpages and databases/datasets - especially where these protocols lay out the specific procedures that your agency follows to comply with the Federal Records Act and other federal records laws and regulations, or processes, procedures, or methods that are unique or different from, or provide greater detail to, general requirements under the Federal Records Act or other federal records laws and regulations. This includes manuals, guides, and all other communications (including emails) describing these procedures and processes.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 20 business days, as the statute requires.

Sincerely,

Sarah Lamdan

Filed via MuckRock.com
E-mail (Preferred): 35534-10679568@requests.muckrock.com

For mailed responses, please address (see note):
MuckRock
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PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.
